



**City of Rochester**  
Department of Community Development  
Bureau of Buildings and Zoning  
City Hall, Room 121B  
30 Church Street  
Rochester, New York 14614



**City of Rochester, New York**

Dept. of Community Development  
Bureau of Buildings and Zoning

# Obtaining a Vehicle Storage Permit

How to  
Make the  
Process Go  
Smoothly.

**The City's Permit Office** is here to help ensure that your project goes smoothly. This brochure is intended to give you a general overview of what you need to obtain a permit. Some applications may require more in-depth analysis. You can come in and talk to our City Building and Zoning staff during business hours at **City Hall, 30 Church St., Room 121B**, or reach them at **585-428-6526**.



**Julio Vázquez Sr**  
Commissioner of  
Community Development

**3**

### **Pay the Required Fees:**

The fee for your permit is **\$25.00**.

### **Helpful Information:**

- The vehicle must be owned by a resident of the property where vehicle is stored.
- The vehicle must be stored in the rear yard.
- Only One (1) unlicensed vehicle can be stored on the property.
- Unlicensed vehicle cannot be located in required parking space.
- Permits are valid for a six (6) month period.
- Call **428-6526** with any questions.
- The City's TTY number is **428-7600**.
- Metered parking is available on N. Fitzhugh St. adjacent to the building. Other parking is available in the Sister Cities Garage across the street from City Hall.

**1**

### **Apply for a Permit:**

- Provide the name, address and phone number of the property owner, and the permit applicant.
- Provide the vehicle's Vehicle Identification Number (VIN).

You can obtain these forms at the Permit Office.

**2**

### **Follow Through with Application Requirements:**

- Ensure that the vehicle remains covered with a fitted car tarp.
- Ensure that an inspection by your area Neighborhood Service Center (NCS) is performed.

**Department of Community Development  
Bureau of Buildings and Zoning**  
City of Rochester Permit Office  
City Hall, 30 Church St., Room 121B  
Rochester, New York 14614

9:00 am – 4:45 pm

**Questions? Call 311**

**[www.cityofrochester.gov](http://www.cityofrochester.gov)**



**Robert J. Duffy, Mayor**  
City of Rochester, NY